

Clearance of your library account

Before graduating at BOKU you have to get a Clearance of your library account “Entlastungsstempel” from the main library of BOKU on your record of studies “Studienblatt”.

How to get the “Studienblatt” (record of studies)?

1. Login in BOKUonline
2. Switch to English (flag on the top right)
3. Click on your Name on the top right
4. Click on “Enrollment Documents”
5. A new tab/window opens
6. Choose in the first drop-down menu “Studienblatt (record of studies)” the correct semester
7. Click “Print Preview”
8. A new tab/window opens with your record of studies
9. Print and save it!

How to get the “Entlastungsstempel” (Clearance of your library account)?

1. Print the “Studienblatt”
2. Go with the “Studienblatt” **and** your BOKU-Student ID to the main library
→ **Main Library:** Exner-Haus, Ground floor;
<http://www.boku.ac.at/bib.html?&L=1>
3. Ask at the counter of the main library for the clearance of your library account “Entlastungsstempel”

Please submit your record of studys (“Studienblatt”) together with your graduation documents. The study services will check all your documents and confirm them.